

**DODGE COUNTY
HEALTH FACILITIES COMMITTEE MEETING
198 COUNTY DF
JUNEAU, WI 53039
MARCH 4, 2015**

MINUTES

1. **CALL TO ORDER:** Meeting was called to order by Chairman Bischoff at 7:50 a.m. with the following members present:

2. **ROLL CALL:**

Larry Bischoff
Lisa Derr
Jeff Duchac
Tom Schaefer

ABSENT: John Fabisch

ALSO PRESENT: James Mielke, Dodge County Administrator; Russell Kottke, Dodge County Chairman; John Corey, Dodge County Corporation Counsel; Jane E. Hooper, Clearview Administrator; Jim Hill, Clearview Director of Environmental Services; Jackie Kuhl, Brain Injury Center Unit Coordinator; Lori Kurutz, Director of Support Services; Heather Ninmann, IID Household Specialist; Lindsay Kirchoff, Assisted Living Supervisor.

3. **APPROVAL OF MINUTES OF JANUARY 28, 2015 MEETING:** Motion made by Schaefer to approve the January 28, 2015 Minutes; seconded by Duchac. Motion carried.
4. **APPROVAL DEVIATING FROM THE AGENDA:** Motion made by Schaefer to deviate from the Agenda if required; seconded by Duchac. Motion carried.
5. **PUBLIC COMMENT:** None to report.
6. **COMMITTEE MEMBER REPORTS:** None to report.
7. **INVOLUNTARY DISCHARGES:** None discharge to report.
8. **CENSUS REPORTS:**

CBIC:	25 of 30
Clearview:	124 of 140
Clearview Behavioral Health 1/2:	19 of 20
ICF-IID (formerly FDD):	44 of 46
Trailview	3 of 4
Clearview Community Group Home:	4 of 4
Northview Heights (CBRF):	16 of 20

9. **ADMINISTRATOR'S REPORT:**

- **Consideration, Discuss, and Taken Action of Exterior Siding Matter at Clearview:** The Dodge County Health Facilities Committee provided their approval to move ahead with the March 3, 2015 Boldt proposal related to the Cement Siding Warranty Investigation. As previously discussed, the Committee and Dodge County is seeking Boldt's assistance in conducting/documenting the siding condition along with completing the necessary Class Action Suit form/paperwork. Upon the completion of the investigation, the Committee would also appreciate a presentation by a Boldt representative related to the overall siding issue/findings.
- **Request for Audit by a Member of the Dodge County Board of Supervisors:** Committee members discussed a request made by a Dodge County Board Supervisor for a forensic audit of Clearview, the Highway Department, and the Human Services and Health Department for fiscal years 2010-2014. Administrator Mielke reported that he has notified these departments of the request for a forensic audit and he anticipates that a resolution requesting a forensic audit will be presented to the County Board for discussion and consideration at its April 21, 2015 meeting.
- **Grievance Hearing:** Administrator Hooper updated the Committee regarding the Impartial Hearing of a Clearview employee who was terminated. The Impartial Hearing Officer released a decision which upheld the action taken by the County.
- **Department Structure:** A discussion was held regarding how complex this organization is. We are anticipating creating new positions, which may include an Assistant Administrator, a second Accounts Receivable Specialist, and an Administrative Assistant, possibly for the coming budget year.
- **Update: Kronos:** Testing was done last evening on Clearview. The go live date is planned for March 26, 2015. We had 31 people to test; 5 were accurate; 8 did not show up at all; 17 were inaccurate. More testing has to be done. We will have weekly meetings in the next four weeks to touch base with Information Technology and Dodge County Finance/Payroll. Training for Clearview staff on Kronos begins on March 12, 2015.
- **Update: Annual Audit:** Johnson Block met with Administrator Hooper, Julie Huebner, Interim Finance Director, and Julie Kolp, Dodge County Finance Director, touching base on items needed for the audit. Hooper updated the Committee that the write-off may be understated for 2014. This was discussed; we have updated Johnson Block. The plan had been a percentage and was budgeted to be looked at and analyzed as time went on to look at an amount that is practical for this organization.
- **Update: Marsh Country Health Alliance:** The Marsh Country Health Alliance Board met on February 24, 2015, for their quarterly meeting.

- **Update: Remembrance Garden:** Jim Hill, Director of Environmental Services, received a call from Ray at Vogt. Clearview is the first job on his list in spring; Ray plans on coming out in March to look at things again. To date nine bricks have been sold.
 - **Approval of Friends of Clearview Expenditures:** Motion by Schaefer to approve the requested expenditures in the amount of \$1,548.00; seconded by Derr. Motion carried.
10. **NEXT MEETING DATE: Wednesday, March 25, 2015, at 8:15 a.m., in the Chapel** on the first floor of Clearview, located at 198 County DF, Juneau, Wisconsin.
11. **ADJOURN:** There being no further business to come before the Committee, Motion by Duchac to adjourn; seconded by Schaefer. Meeting adjourned at 10:15 a.m.

Dated this 25th day of March, 2015.

Respectfully submitted,



Thomas Schaefer, Secretary